



JOB OPPORTUNITY

Staff Information Systems Analyst (SPEC)/\$4,898 – 6,253 Internet Services/Software Branch/Engineering Division

The Department of Technology Services has an opening for a permanent, full-time Staff Information Systems analyst position within the Engineering Division, in the Internet Services Section /Software Branch. Location of this position is Rancho Cordova.

Essential Functions:

The incumbent performs journey level technical skills and knowledge in support of DTS Customer's Web Server implementations.

- Provide project planning, scheduling, and coordination for the installation of Microsoft and SunOne software suite and related software components.
- Analyze project business and technical requirements to ensure that Internet Services solutions meet or exceed those requirements.
- Analyze and configure system software components based on security requirements.
- Provide system security administration for the related environment.
- Provide digital certificate security support by defining and securing the certificate from an independent authority, and by installing, customizing, and monitoring its use.

Provide second level support in troubleshooting and resolving application and system problems reported by DTS' customers and by DTS' Operations Division

- Perform daily, weekly, and monthly system checkout processes as a proactive measure in providing a reliable, available, and secure environment.
- Provide consulting assistance to clients in their development, testing, and migration of web-enabling applications.
- Works with Web Server vendors' technical support to assist DTS customers' in identifying and resolving application errors recorded by the web servers.
- Works with customers vendors when they are part of the business application.
- Keep management, Customer Representatives, and/or customers informed on status of projects.
- Monitor system availability, usage, and performance measurements for problem prevention, detection, and resolution.
- Provide high availability and performance for customers' web systems.
- Must carry and respond to pager and/or cell phone in a timely manner.
- Remotely diagnose and resolve production problems.
- Work independently and as a team member to accomplish assigned tasks identified in DTS' strategic plan.
- Respond to Help Desk tickets in a timely manner and document actions taken in Remedy Service System.

Desirable Qualifications:

- Knowledge of multi-tier client server IT architecture;
- Knowledge of the State of CA project management lifecycle, including FSRs, BCPs;
- Ability to effectively communicate, orally and in writing, with technical staff and with business partners, internal and external to DTS;
- Ability to multitask and to work under project deadlines.

Applications will be accepted only from individuals currently at the **Staff Information Systems Analyst (Specialist)** level, or applicants who have transfer or promotional eligibility. Applications will be screened based on desired qualifications, and only the most qualified will be scheduled for an interview. All appointments are subject to SROA/Surplus provisions.

Final File Date: Until Filled Interested applicants must submit a State application to:

DEPARTMENT OF TECHNOLOGY SERVICES
P. O. Box 1810
Rancho Cordova, CA 95741-1810
Attn: Conrad Long/RPA #06-259/MS 93
(916) 464-0332

It is the objective of the State of California to achieve a drug-free state work place, any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

Telephone Relay Service for the deaf or hearing impaired: TDD Phone (800) 735-2929; Voice Phone (800) 735-2922

THE DEPARTMENT OF TECHNOLOGY SERVICES IS AN EQUAL OPPORTUNITY EMPLOYER.

"Equal employment opportunity to all regardless of sex, race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation."

